

COUNTY OF YORK

MEMORANDUM

DATE: July 10, 2000 (BOS Mtg. 07/18/00)
TO: York County Board of Supervisors
FROM: Daniel M. Stuck, County Administrator
SUBJECT: Agreement to Establish a Video Services Division

Background

Attached for your review and approval is a proposed agreement between the County Board of Supervisors and the County School Board to establish a single Video Services Division and to create a Video Services Board.

The purpose of this agreement is to form a single agency that would provide professional video and television services to both the County government and the School system. This new Division will also consolidate and manage all three government and education access cable channels received as a result of the Cable Franchise Agreement with Cox Communications in August, 1997 and any other access cable channels that may be received in the future. This consolidation will also permit the expansion of instructional opportunities for students enrolled in television classes at the York Broadcast Center.

This agreement with the School Board also provides for the appointment of a three-member Video Services Board (VSB) to oversee the operations of the Video Services Division and to assure that video services will be provided to the two parties equitably and efficiently. One VSB member is to be an employee appointed by the County Administrator, and it is my intention to appoint Anne Smith. Another VSB member is to be appointed by the Superintendent of Schools, and the third will be a non-employee with television experience (preferably a resident of York County) who will be appointed jointly by the County Administrator and the Superintendent of Schools and who will serve as chairperson of the VSB. This structure is patterned after a successful venture of this type in Virginia Beach.

Costs associated with the Video Services Division will be allocated as spelled out in the agreement; however, costs for the coming year have been included in the County and School budgets approved for Fiscal Year 2001. Pursuant to the terms of the agreement, with the exception of a television teacher, all full-time Video Services Division personnel will be considered County employees. At the time the County's budget was adopted the School Board had not yet acted to approve the funds to be transferred to the County for the second video production specialist included in the agreement. Proposed Resolution R00-121 includes the language necessary to appropriate \$28,000 which is to be transferred to the County.

As the agreement states, the Manager of the Video Services Division will have the authority to determine all aspects of utilization including programming, production, and scheduling of the facilities and personnel. The Manager will report directly to the Video Services Board and no longer report to the County's Public Information Officer as in the past. The County's Public Information Officer and the School Board's Communication Coordinator will serve as liaisons between their respective organizations and the Manager of the Video Services Division. The current Video Services Manager was hired after being interviewed by both the County Administrator and the Superintendent of Schools. Administratively, the Video Services Manager will ultimately continue to report to the County Administrator with strong independent advice and counsel from both the Video Services Board and the Superintendent of Schools.

Recommendation

The School Board approved the agreement at its meeting on June 26, 2000. It is my recommendation that the Board of Supervisors adopt Resolution R00-121 to approve the agreement between the County Board of Supervisors and the County School Board establishing a Video Services Division and a Video Services Board. If approved, the agreement will become effective immediately. It may be terminated easily at any time by mutual written agreement of the two parties, or by either party upon twelve months' written notice.

Parker/3311

Attachments

- Proposed Agreement between BOS and School Board
- Proposed Resolution R00-121